

**ROUTING AND TRANSMITTAL SLIP**

Date

14 June 85

TO: (Name, office symbol, room number, building, Agency/Post)	Initials	Date
1. EO/DDA	✓	6/14
2. DDA		13 JUN 1985
3. ADDA		17 JUN 1985
4.		
5. DDA/Reg - <i>file</i>		

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

Copies to D/Logistics

C/HOME/OL

*Done*  
*(850614)**45-17*

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FROM: (Name, org. symbol, Agency/Post)	Room No.—Bldg.
	Phone No.

5041-102

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OPTIONAL FORM 41 (Rev. 7-76)  
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THE DIRECTOR OF  
CENTRAL INTELLIGENCE

DD/A Registry  
85-1850/z

National Intelligence Council

13 June 1985

NOTE FOR: Deputy Director for Administration

FROM : Robert M. Gates  
Deputy Director for Intelligence

SUBJECT : Space for NIO

*Harry*

Thanks for your note of 7 June. The temporary space you have identified in 1E4809, HQ will be sufficient until the August-September period.

The permanent space for this staff of eight officers and support people (about 10-12 with office machinery) must be within Headquarters. Please keep this requirement open and let me know if there is anything we can do to help.

Robert M. Gates

CL BY SIGNER  
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85-1850/1

DDA REGISTRY

FILE: 45-17

07 JUL 1985

NOTE TO: Deputy Director for Intelligence

FROM: Harry E. Fitzwater  
Deputy Director for Administration

SUBJECT: Space for NIO [REDACTED]

REFERENCE: Note to DDA fm DDI dtd 20 May 85,  
Same Subject

1. Headquarters Operations, Maintenance and Engineering, Office of Logistics, (HOME/OL) has been working with DCI and administrative officers to satisfy the space request for this new requirement. Until a permanent location is identified, HOME/OL has loaned 660 square feet of its own office space at 1E4809 to the NIO [REDACTED]. Schematic layouts for four officers, a secretary, and their word processing equipment were completed on 31 May. Final construction drawings and the remodeling may begin when work requests and funding are provided; occupancy could be expected within sixty days.

2. Providing space for the remainder of the staff within Headquarters is dependent upon the requisite amount (about 660 square feet) being released by a current occupant. If the NIO [REDACTED] will accept it, space for the entire staff is available at [REDACTED] and can be made ready according to your time schedule.

/s/ Harry

Harry E. Fitzwater

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OL/HOME, [REDACTED]

(4 Jun 85)

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OL 10098-85



85-1850

REFERENCE

DDI #02457-85  
20 May 1985

NOTE TO: Deputy Director for Administration

FROM : Deputy Director for Intelligence

25X1 SUBJECT: Space for NIO [redacted]  
25X1 [redacted]*Harry*

1. Congress has written into a conference report and the Director has agreed to implement creation of an eight-person staff for the NIO [redacted]. The Director has sent out invitations to the heads of a number of NFIB agencies asking that they nominate people at the GS-14/15 level to form this staff. We are having difficulty identifying sufficient and appropriate space for this group (which will involve four or five professionals plus one secretary by Fall and a total staff of ten by the end of the year). [redacted]

2. Given the priority attached to this effort by both the Congress and the Director, can you give us any help? [redacted]

  
Robert M. Gates

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